

The old adage goes: If you choose a career involving something you love, then you will be happy, healthy and wise. (You stand a pretty good chance of making money too.)

Seven New Rules of the Working World



Changing technology and the vast change in economic conditions have altered the complexion of workforce expectations. Additionally, in the aftermath of downsizing and layoffs in the early 1990s, thousands of Connecticut workers have been thrust into the unenviable position of searching for a new job. Whether we are searching for our very first job, changing jobs, seeking to keep the job we have or trying to earn a promotion, the same set of guidelines apply. While skills and experience are primary qualifications, our ability to adapt to change, to hone our skills and to work as members of a team will enhance our ability to obtain and retain employment. The seven rules of the working world, listed below, are largely supported by feedback from employers. The rules describe the essential characteristics of valuable employees.

Seven New Rules

- **Jack/Jill of All Trades:** The most employable worker is the multi-skilled, versatile worker. Gaining a general knowledge of other work areas in the business leads to better decision making and higher productivity. It also markets you for a variety of positions and responsibilities that will advance your career.
- **Get an Edge, Keep it Sharp:** Identify what you do best and continuously strive to improve upon your skills, particularly in the area of technology.
- **There's no "I" in Team:** Today's workforce is not a battle of "everyone for themselves". It is a partnership of employees who can interact with each other and apply their individual strengths for the good of all.
- **Born to be Wired:** There is no substitute for computer and technology skills. Your ability to understand and adjust to changes in technology will be critical in keeping pace with the occupational shifts that inevitably occur.
- **Watch Your Language!** Communication is a cornerstone of good business and employee relationships. The ability to express oneself clearly and precisely is one of the skills employers value the most. The best way to improve this skill is by thinking before you speak.
- **May I Help You?:** The ability to maintain good customer relations is not only good for business, it is one of the most sought-after skills in any business. This also applies to treatment of co-workers; a kind word or offer of assistance is invaluable.
- **Networking Works:** You will always benefit from building a rapport with people both inside and outside the workplace. This truly is a small world, and there is no doubt that your connections will be good for business as well as your own career goals.

<http://www.ctdol.state.ct.us/lmi/misc/svnrules.htm>

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When considering your career options, you should always think about:

- What makes you happy?
- What are your goals?
- What are your dreams?